

CASE # _____ CASE TITLE: _____

PROOF OF SERVICE BY MAIL - CCP 1013a, 2015.5

STATE OF CALIFORNIA

COUNTY OF _____

I am a citizen of the United States and resident of the county aforesaid; I am over the age of eighteen years and not a party to the within above entitled action; my (business) residence address is:

On _____, I served the within _____
(DATE)

on the _____ in said action, by placing a true copy thereof enclosed in a sealed
(PLAINTIFF/DEFENDANT)
envelope with postage thereon fully prepaid, in the United States mail at _____
addressed as follows:

I declare under penalty of perjury, * that the foregoing is true and correct, and that this declaration was
executed on _____ at _____, California.
(Date) (Place)

(Type or Print Name)

(Signature)

*proof of service by mail forms, being signed under penalty of perjury, do not require notarization.